

OFFICIAL MINUTES OF THE NEWTON CITY COUNCIL

108 N. Van Buren St

Newton, IL 62448

**February 20, 2018**

1. CALL TO ORDER: Mark Bolander, Mayor  
**Mayor Mark Bolander called the meeting to order.**
2. PLEDGE OF ALLEGIANCE led by Alderman Eric Blake  
**Pledge of allegiance to the flag was led by Alderman Eric Blake.**
3. ROLL CALL: Rosetta York, City Clerk  
**Physically present: Steve Rubsam, David Brown, Robert Reisner, Eric Blake**  
**Absent: Larry Brooks and Scott Bloomberg**  
**Also present: Attorney Max Tedford, Treasurer Melissa Brooks, Clerk Rosetta York**
4. ADOPT OR AMEND AGENDA  
**Motion was made by Reisner, seconded by Rubsam, to adopt the proposed agenda.**  
**Ayes: Rubsam, Brown, Reisner, Blake**  
**Nays: None**
5. APPROVAL OF REGULAR MINUTES of February 6, 2018  
**Motion was made by Rubsam, seconded by Brown, to approve the minutes of the February 6, 2018 regular meeting of the Newton City Council.**  
**Ayes: Brown, Reisner, Blake, Rubsam**  
**Nays: None**
6. APPROVAL OF BILLS & ACCOUNTS PAYABLE  
**Alderman Rubsam reviewed the pre-pays in the amount of \$189,458.40 and the bills and accounts payable earlier today and made a motion to approve the pre-pays and authorize payment of the bills and accounts payable in the amount of \$134,788.92.**  
**Reisner seconded the motion.**  
**Ayes: Reisner, Blake, Rubsam, Brown**  
**Nays: None**
7. PUBLIC COMMENTS/COMMUNICATIONS: **None**
8. OLD BUSINESS:
  - a. Consider and act on authorizing TIF funds to pay the outstanding balance of DCEO Revolving Loan Fund of \$54,357.47.  
**Motion was made by Rubsam, seconded by Reisner, to authorize TIF funds to pay the outstanding balance of DCEO Revolving Loan Fund of \$54,357.47.**  
**Ayes: Blake, Rubsam, Brown, Reisner**  
**Nays: None**
  - b. Consider and act on authorizing the use of the RLF relinquishment in conjunction with the pending CDBG housing rehabilitation grant.  
**Motion was made by Reisner, seconded by Brown, to authorizing the use of the RLF relinquishment in conjunction with the pending CDBG housing rehabilitation grant.**  
**Ayes: Rubsam, Brown, Reisner, Blake**  
**Nays: None**
  - c. Consider and act on hiring a water department employee.  
**Motion was made by Reisner, seconded by Blake, to hire Clark Bigard in the Newton Water Department employee effective February 27, 2018.**  
**Ayes: Brown, Reisner, Blake, Rubsam**  
**Nays: None**
  - d. Consider and act on hiring a Newton Police department part-time employee.  
**Motion was made by Reisner, seconded by Brown, to hire Trevor Honomichl as a part-time officer in the Newton Police Department.**  
**Ayes: Reisner, Blake, Rubsam, Brown**  
**Nays: None**
  - e. Consider and act on hiring a utility and billing department employee.  
**Motion was made by Rubsam, seconded by Brown, to hire Brenda Phillips in the Newton Utility Billing and Collecting Department employee March 25, 2018.**  
**Ayes: Blake, Rubsam, Brown, Reisner**  
**Nays: None**
  - f. Consider and act on authorizing Cobra/IMRF's continuation of rates effective March 1, 2018.

COBRA/IMRF Rates to be Continued March 1, 2018

|        | Major Medical | HRP      | Dental  |
|--------|---------------|----------|---------|
| Single | \$799.08      | \$439.75 | \$23.36 |
| Family | \$1,797.93    | \$989.43 | \$52.55 |

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**Motion was made by Brown, seconded by Rubsam, to authorize Cobra/IMRF's continuation of rates effective March 1, 2018.**

**Ayes: Rubsam, Brown, Reisner, Blake**

**Nays: None**

- g. Consider and act on changing from Healthlink PPO to Healthlink Open Access III network with the health insurance.

**Motion was made by Reisner, seconded by Brown to approve changing from Healthlink PPO to Healthlink Open Access III network with the health insurance effective immediately.**

**Ayes: Brown, Reisner, Blake, Rubsam**

**Nays: None**

- h. Consider and act on authorizing Connor & Connor to start the curb, sidewalk, gutter and access project for 802 S. Van Buren St. with the owner paying 10% of total cost, the estimated cost is \$27,575.

**Motion was made by Reisner, seconded by Rubsam, to authorize Connor & Connor to start the curb, sidewalk, gutter and access project for 802 S. Van Buren St. with the owner paying 10% of total cost, the estimated cost is \$27,575.00.**

**Ayes: Reisner, Blake, Rubsam, Brown**

**Nays: None**

9. NEW BUSINESS:

- a. Consider and act on Resolution 18-01 concerning Closed Session Minutes.  
b. Consider and act on Resolution 18-02 Authorizing the Destruction of Closed Meetings Sessions tapes between 2/2/2016 to 7/19/2016.

**Motion was made by Reisner, seconded by Brown, to table (9a.) Resolution 18-01 and (9b.) Resolution 18-02 until after the executive session.**

**Ayes: Blake, Rubsam, Brown, Reisner**

**Nays: None**

- c. Consider and act on authorizing a Newton Police employee to attend training March 13-14, 2018, the training fee is free plus allowable expenses.

**Motion was made by Rubsam, seconded by Blake, authorizing a Newton Police employee to attend training March 13-14, 2018, the training fee is free plus allowable expenses.**

**Ayes: Rubsam, Brown, Reisner, Blake**

**Nays: None**

- d. Consider and act on authorizing a Newton Police employee to attend IACP conference April 25-27, 2018, fee is \$360 plus allowable expenses.

**Motion was made by Reisner, seconded by Brown, authorizing a Newton Police employee to attend IACP conference April 25 – 27, 2018, fee is \$360 plus allowable expense.**

**Ayes: Brown, Reisner, Blake, Rubsam**

**Nays: None**

- e. Consider and act on authorizing 3 wastewater employees to attend IRWA 36<sup>th</sup> annual conference in Effingham, February 21-22, 2018 with fee \$175.00 each.

**Motion was made by Reisner, seconded by , authorizing 3 wastewater employees to attend IRWA 36<sup>th</sup> annual conference in Effingham, February 21-22, 2018 with fee \$175.00 each.**

**Ayes: Reisner, Blake, Rubsam, Brown**

**Nays: None**

10. COMMITTEE REPORTS OR COUNCIL REPRESENTATIVE REPORTS:

**Rubsam:** The Water Committee met February 12, 2018 and went into executive session to interview applicants for the opening in the water department.

**Brown:** The Insurance Committee met February 19, 2018. Ray Diel with Snedeker presented information concerning the Open Access III plan. The Committee discussed the pros and cons of the Open Access III plan and decided to go with it. COBRA rates were discussed. Jason from Snedeker made a recommendation to go with options illustrated for major medical, HRP and dental.

**Rubsam:** The Personnel Committee met February 19, 2018 and went into executive session to interview applicants for the opening in the Billing/Collections Department.

**Brown:** The Police Committee met February 19, 2018 and went into executive session to discuss personnel. In open session they discussed city hall building improvements/repairs. Chief Swick received some estimates on the roof and security. He will consider them for the next budget. The Committee discussed upcoming drone training for an officer at a cost of

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\$349 and \$150 for testing. March 6, 7 and 8 is a "training the trainer" for Chief to attend. Specifications for the next car were discussed so local dealers can bid.

11. STATEMENTS:

Council Members:

Rubsam: No Comments

Brown: Welcome to the 3 new City employees. The Pool is first on the contractor's list to be painted.

Reisner: No Comments

Blake: Welcome to the 3 new City employees. There is a Negotiation Committee Meeting Feb. 28, 2018 at 6:00 PM.

City Attorney: No Comments

City Treasurer:

**Treasurer Brooks presented an appropriation change.**

**Motion was made by Reisner, seconded by Rubsam to make the following appropriation change in the General Fund, Police Department – move \$5,000.00 from the Contingency Fund to Vehicle Repair.**

**Ayes: Blake, Rubsam, Brown, Reisner**

**Nays: None**

City Clerk: No Comments

Mayor:

- ✓ Riesner will be getting quotes to demo 506 S. Van Buren.
- ✓ The City will be publishing a notice requesting bids for 602 Stevens St.
- ✓ Indiana Railroad notified the City that Liberty-Decatur St RR crossing project will start in the late summer.

12. NEXT REGULAR MEETING: **March 6, 2018 at 6:00 PM**

**SCHEDULED COMMITTEE MEETINGS: Annual JEDI Celebration on February 21, 2018 at 11:30 AM at the Sunrise Center and Negotiations Committee Meeting 2-28-18 at 6:00 PM**

13. EXECUTIVE SESSION: Litigation, potential litigation, personnel, purchase of real estate, sale of real estate and closed session minutes

**Motion was made by Rubsam, seconded by Blake, to go out of open session and into closed session to discuss litigation, potential litigation, personnel, purchase of real estate, sale of real estate and closed session minutes pursuant to the exceptions section of the Open Meetings Act pertaining to those areas of discussion.**

**Ayes: Rubsam, Brown, Reisner, Blake**

**Nays: None**

Open session suspended at **6:36 PM.**

**Motion was made by Brown, seconded by Rubsam, to go out of closed session and back into open session.**

**Ayes: Brown, Reisner, Blake, Rubsam**

**Nays: None**

Open session resumed at **6:51 PM.**

Mayor Bolander announced that during closed session the council discussed litigation, potential litigation, personnel, purchase of real estate, sale of real estate and closed session minutes

**(9a) Motion was made by Brown, seconded by Rubsam, to pass Resolution 18-01 Closed Session Minutes.**

**Ayes: Reisner, Blake, Rubsam, Brown**

**Nays: None**

**(9b) Motion was made by Blake, seconded by Rubsam to pass Resolution 18-02 Authorizing the Destruction of Closed Meetings Sessions Audio Recording.**

**Ayes: Blake, Rubsam, Brown, Reisner**

**Nays: None**

14. ADJOURNMENT

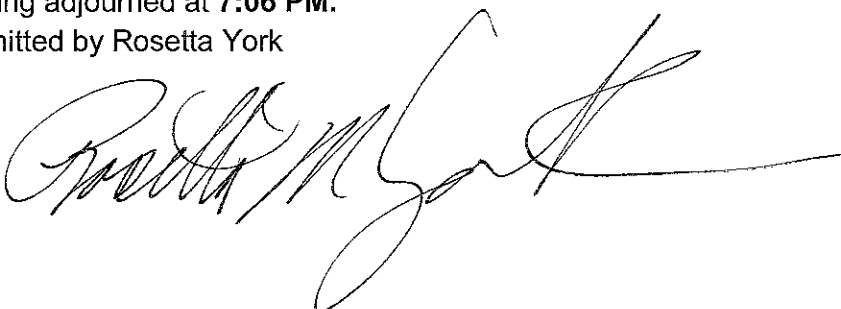
**Motion was made by Blake, seconded by Reisner, to adjourn the meeting.**

**Ayes: Rubsam, Brown, Reisner, Blake**

**Nays: None**

Meeting adjourned at **7:06 PM.**

Submitted by Rosetta York



ACCOUNTS PAYABLES February 21, 2018

STREET

|                            |                   |
|----------------------------|-------------------|
| Card Service Center        | \$77.76           |
| Larry Heuerman             | \$448.20          |
| Key Equipment & Supply Co. | \$533.01          |
| Kirchner Building Centers  | \$29.81           |
| Lorenz Supply Co.          | \$35.81           |
| Midwest Tractor Sales      | \$100.79          |
| Newton Part Supply, Inc.   | \$890.37          |
| Terminix International     | \$25.00           |
| Total Street               | <u>\$2,140.75</u> |

POLICE

|                                       |                    |
|---------------------------------------|--------------------|
| A-J Welding and Steel Inc.            | 30.00              |
| Gwen Baker                            | 274.03             |
| Birch Auto Service & Towing           | \$78.24            |
| Card Service Center                   | \$7.59             |
| Cintas                                | \$178.66           |
| CMS/Accounting                        | \$309.91           |
| Conlin Home Inspection                | \$1,925.00         |
| County of Jasper                      | \$7,514.67         |
| Dollar General Corp.                  | \$19.55            |
| Galls, LLC                            | \$62.88            |
| Ron Heltsley                          | \$280.70           |
| Jasper County Health Dept.            | \$70.00            |
| Jasper County Sheriff's Office        | \$100.23           |
| Steve Jones Plumbing & Hardware       | \$210.45           |
| Lake Land College                     | \$349.00           |
| Lorenz Supply Co.                     | \$65.90            |
| Martin's IGA                          | \$3.58             |
| McClane Motor Sales, Inc.             | \$113.87           |
| Judy McClure's Signs & Graphics, Inc. | \$1,540.00         |
| Midwest Office Supply                 | \$627.48           |
| Newton Part Supply Inc.               | \$154.37           |
| Newton Veterinary Clinic              | \$212.80           |
| Louis Ochs Chevrolet                  | \$220.00           |
| System Development Services, Inc.     | \$221.46           |
| Terminix International                | \$25.00            |
| Total Police                          | <u>\$14,595.37</u> |

ZONING

|                     |               |
|---------------------|---------------|
| Card Service Center | \$6.90        |
|                     | <u>\$6.90</u> |

PARK

|                            |                 |
|----------------------------|-----------------|
| AJ Welding & Steel, Inc.   | \$191.90        |
| Card Service Center        | \$70.16         |
| Dollar General Corp.       | \$13.75         |
| Kirchner Building Centers  | \$103.10        |
| Midwest Office Supply Inc. | \$31.29         |
| Newton Part Supply Inc.    | \$15.54         |
| Rubsam Paint Store         | \$36.00         |
| Total Park                 | <u>\$461.74</u> |

POUND

|                  |                   |
|------------------|-------------------|
| County of Jasper | \$1,107.88        |
| Total Pound      | <u>\$1,107.88</u> |

GENERAL ADMINISTRATION

|                                 |                   |
|---------------------------------|-------------------|
| Gwen Baker                      | \$274.02          |
| Card Service Center             | \$6.21            |
| Jasper County Credit Bureau     | \$55.00           |
| Jasper County Health Department | \$35.00           |
| Kemper Technology Consulting    | \$274.50          |
| Lorenz Supply Co.               | \$65.90           |
| Midwest Office Supply Inc.      | \$772.52          |
| Newton Part Supply Inc.         | \$31.96           |
| Terminix International          | \$25.00           |
| Total General Adm.              | <u>\$1,540.11</u> |

POOL

|                           |         |
|---------------------------|---------|
| Card Service Center       | \$15.18 |
| Kirchner Building Centers | \$27.99 |
|                           | <hr/>   |
|                           | \$43.17 |

TOTAL GENERAL FUNDS \$19,895.92

EMA

|                  |          |
|------------------|----------|
| County of Jasper | \$360.17 |
| Total EMA        | <hr/>    |
|                  | \$360.17 |

CAPITAL DEVELOPMENT

|  |             |
|--|-------------|
| Thomas H. Brown                            | \$76.30     |
| Image Squared Marketing                    | \$500.00    |
| Newton Press                               | \$343.80    |
| Southeastern Illinois Community Foundation | \$1,000.00  |
| Milano & Grunloh Engineers, LLC            | \$11,992.76 |
| Total Capital Development                  | <hr/>       |
|  | \$13,912.86 |

TOTAL SPECIALS \$14,273.03

ELECTRIC

|                                   |             |
|-----------------------------------|-------------|
| A-J Welding and Steel Inc.        | 1,923.79    |
| Alliance Tractor                  | \$93.90     |
| Barbeck Communications            | \$185.00    |
| BHMG Engineers                    | \$4,310.58  |
| Big D Electric, LLC.              | \$58,762.29 |
| Brownstown Electric Supply        | \$11,073.55 |
| Buds N Blossoms                   | \$30.00     |
| Card Service Center               | \$5.52      |
| Drake-Scruggs Equipment           | \$1,640.45  |
| Grainger                          | \$203.30    |
| J.M. Test Systems                 | \$618.37    |
| Jasper County Health Dept.        | \$35.00     |
| Julie, Inc.                       | \$193.66    |
| Kirchner Building Centers         | \$60.54     |
| J.R. Madison Maintenance Supplies | \$27.00     |
| Mobotrex                          | \$925.00    |
| Newton Part Supply, Inc.          | \$19.98     |
| Online Information Services       | \$51.60     |
| Republic Services #694            | \$175.52    |
| Roepke Overhead Doors             | \$125.00    |
| Springfield Electric Supply       | \$831.48    |
| Tabco Business Forms, Inc.        | \$244.51    |
| Terminix International            | \$25.00     |
| Valley Electric Supply Corp       | \$729.36    |
| Brent Wilson                      | \$1,174.25  |
| Wayne's Tree Service, LLC.        | \$2,245.00  |
| Total Electric                    | <hr/>       |
|                                   | \$85,709.65 |

WATER

|                                 |            |
|---------------------------------|------------|
| Birch Auto Service & Towing     | 44.30      |
| Bradford Supply Co.             | \$244.02   |
| Card Service Center             | \$2.76     |
| Core & Main                     | \$6,250.00 |
| Steve Jones Plumbing & Hardware | \$5.68     |
| Julie, Inc.                     | \$193.67   |
| Kirchner Building Centers       | \$17.57    |
| Martin's IGA                    | \$15.48    |
| City of Mattoon                 | \$15.00    |
| Midwest Meter, Inc.             | \$1,872.08 |
| Newton Part Supply, Inc.        | \$79.34    |
| Olney Daily Mail                | \$76.02    |
| Rob Schafer Repair              | \$121.32   |
| Brent Wilson                    | \$1,047.82 |
| Total Water                     | <hr/>      |
|                                 | \$9,985.06 |

WWT

|                                   |                   |
|-----------------------------------|-------------------|
| A-J Welding and Steel Inc.        | 16.50             |
| Card Service Center               | 780.55            |
| IMCO Utility Supply               | 67.47             |
| Jasper County Health Department   | 35.00             |
| Steve Jones Plumbing & Hardware   | 12.91             |
| Julie, Inc.                       | 193.67            |
| Kirchner Building Centers         | \$139.00          |
| J.R. Madison Maintenance Supplies | \$60.00           |
| Newton Part Supply, Inc.          | \$873.30          |
| City of Robinson WWTF             | \$120.00          |
| Rob Schafer Repair                | \$121.32          |
| Terminix International            | \$25.00           |
| USA Blue Book                     | \$689.56          |
| Vandevanter Engineering           | \$1,439.97        |
| Woodard's Contractual Services    | \$161.25          |
| Wabash Valley Service Co.         | \$19.76           |
| Water Environment Federation      | \$170.00          |
| Total WWT                         | <u>\$4,925.26</u> |

**TOTAL PAYABLES=** \$134,788.92

**General Fund**

|  |            |
|--|------------|
| Digital-Ally                           | \$335.00   |
| Verizon Wireless                       | \$115.84   |
| Pitney Bowes, Inc.                     | \$40.27    |
| So. IL. Criminal Justice Summit        | \$255.00   |
| ILEAS                                  | \$100.00   |
| Dollar General Regions                 | \$26.70    |
| Treasurer Petty Cash                   | \$169.44   |
| LIUNA National Industrial Pension Fund | \$2,255.94 |
| Newwave Communications                 | \$554.90   |
| Ameren Illinois                        | \$1,709.51 |
| Max Tedford                            | \$150.00   |
| Tractor Supply Credit Plan             | \$61.97    |
| City of Newton                         | \$1,327.05 |
| Wex Bank                               | \$2,040.05 |
| Verizon Wireless                       | \$115.84   |
|  | <hr/>      |
|  | \$9,257.51 |

**Payroll**

|  |            |
|--|------------|
| AFLAC                                    | \$1,793.60 |
| Sec. Treasurer Local 1197 Union          | \$1,643.00 |
| State Disbursement Unit                  | \$1,305.00 |
| NGL Insurance Group                      | \$53.36    |
| The Standard                             | \$240.70   |
| American Heritage Life Insurance Company | \$81.42    |
| NCPERS Group Life Insurance              | \$128.00   |
| Standard Insurance Company               | \$262.64   |
|  | <hr/>      |
|  | \$5,507.72 |

**ELECTRIC**

|                          |              |
|--------------------------|--------------|
| Pitney Bowes             | \$40.28      |
| Symetra Life Insurance   | \$8,660.00   |
| Dollar General           | \$5.00       |
| Verizon Wireless         | \$53.06      |
| Newwave Communications   | \$92.42      |
| Ameren Illinois          | \$436.54     |
| Treasurer Petty Cash     | \$2.53       |
| Norris Electric          | \$66.75      |
| Newton Post Office       | \$137.20     |
| Wex Bank                 | \$568.46     |
| City of Newton           | \$241.33     |
| Illinois Power Marketing | \$114,937.41 |
|                          | <hr/>        |
|                          | \$125,240.98 |

**WATER**

|                        |             |
|------------------------|-------------|
| PitneyBowes, Inc.      | \$40.27     |
| Symetra Life Insurance | \$7,282.00  |
| Dollar General Regions | \$13.00     |
| Verizon Wireless       | \$23.30     |
| Ameren Illinois        | \$479.37    |
| Newwave Communications | \$77.18     |
| Treasurer Petty Cash   | \$13.70     |
| Newton Post Office     | \$137.20    |
| Wex Bank               | \$256.20    |
| City of Newton         | \$1,789.16  |
|                        | <hr/>       |
|                        | \$10,111.38 |

**WWT**

|                            |             |
|----------------------------|-------------|
| Symetra Life Insurance     | \$7,500.00  |
| Pitney Bowes, Inc.         | \$40.28     |
| Verizon Wireless           | \$53.06     |
| Newwave Communications     | \$77.18     |
| Ameren Illinois            | \$361.55    |
| Treasurer Petty Cash       | \$2.49      |
| Newton Post Office         | \$137.20    |
| Tractor Supply Credit Plan | \$151.50    |
| City of Newton             | \$2,980.61  |
| Wex Bank                   | \$506.03    |
|                            | <hr/>       |
|                            | \$11,809.90 |

**INS A**

|              |          |
|--------------|----------|
| The Standard | \$196.56 |
|              | <hr/>    |
|              | \$196.56 |

**SPECIALS**

|                        |             |
|------------------------|-------------|
| Symetra Life Insurance | \$23,852.00 |
| CoreSource, Inc.       | \$982.35    |
|                        | <hr/>       |
|                        | \$24,834.35 |

**TIF**

|                           |            |
|---------------------------|------------|
| Galloway Insurance Agency | \$2,475.00 |
| JEDI                      | \$25.00    |
|                           | <hr/>      |
|                           | \$2,500.00 |

**Total Prepays =** 

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 \$189,458.40